

*o/Personnel
Case File*

8 August 1960

MEMORANDUM FOR THE RECORD

SUBJECT: Disposition of Official Personnel Folders

- STAT 1. [] met with [] STAT
of OP to discuss the change in policy initiated by OP and
described in my memo of 23 June 1960, and in the OP Memo of
1 March 1960 from C/RSB to C/Files Section regarding disposition
of official personnel records upon separation from CIA.
- STAT 2. [] read to the group the memo of June 8, 1960 from
Regional Director, NARS, Kansas City, Mo., requesting clarifi-
cation on our change in policy. [] then pointed out
that the new policy would require some change in the exemption
STAT granted us in the Federal Personnel Manual. He asked []
STAT and [] for their opinion.
- STAT 3. Both [] expressed regret for not
coordinating the policy change with RMS. They then stated
that OP had no firm feeling either way in the matter and that
they would just as soon return to the old policy of retaining
the complete folder in our Records Center ^{as it is} "it would be less
work for them". They then requested that disposition instruc-
tions in their records control schedule calling for splitting
and shipment of the personnel folder be deleted. ?



STAT